

AMS Government Paperwork Management Awards for 1965 were granted to six Federal employees out of a total of 22 who were nominated.

SECOND ANNUAL AWARD
BY
ADMINISTRATIVE MANAGEMENT SOCIETY
FOR
PAPERWORK MANAGEMENT IN THE
FEDERAL GOVERNMENT

The main objective of the awards program is to upgrade the level of professional excellence among Federal employees.

R. C. Walter
Executive Director, AMS

The complete list of nominees is as follows: Neil C.

Tulloch, Selective Service System; Leonard W. Johnson, Civil Service Commission;

* Sam C. Beckley, Veterans Administration; Thomas J. Stratton, National Security Agency;

* Thomas J. Pugliese, Atomic Energy Commission; Linne Ahlberg, Federal Aviation Agency; Capt. Edward R. Joshua, Dept. of the Navy; William J. Hopkins, The White House; John S. Peters, General Services Administration; Thomas E. Murphy, Dept. of Commerce;

* Donald J. Simon, Dept. of State; Mrs. Ruth Smith, Federal Home Loan Bank Board; Marden D.

* Kimball, Dept. of Agriculture; Mrs. Agatha L. Mergenovich, Interstate Commerce Commission; Miss Mary Hamilton, Dept. of the Army;

* Edward Rosse, Social Security Administration; Mrs. Velma DeBusk, National Aeronautics and Space Administration; Maj. Robert B. Weathers, Defense Supply Agency;

* Edwin G. Callahan, Federal Housing Administration; John J. Shurman, Agency for International Development; Hugo Duhn, Dept. of the Interior; and Maj. Floyd H. Russell, Dept. of the Air Force.

PURPOSE

An annual award to one or more employees of the Federal Government. The purpose of the awards is to establish impetus for the continuance of outstanding leadership and professional excellence in promoting effective management of paperwork in the Federal Government.

"Paperwork" covers the totality of records activities from creation, through arrangement and use, to final destruction. It covers every type of recording media.

NATURE OF AWARD

A medallion mounted on a walnut plaque will be given to the nominee selected.

ELIGIBILITY

All employees of the Legislative, Judicial, and Executive Branches of the Federal Government are eligible.

NOMINATIONS

Nominations will be submitted to the Executive Director, Administrative Management Society, National Office, Willow Grove, Pa. In the Executive Branch, one nomination will be submitted by a Department or Independent Agency. Each Department and Agency will determine its own screening and selection procedure.

Nominations must be submitted by July 1, 1966.



PHILADELPHIA
HA 4-6708

Approved For Release 2002/05/17 : CIA-RDP84-00313R000100190018-2



ADMINISTRATIVE
MANAGEMENT
SOCIETY • WILLOW GROVE, PA. • 19090

September 24, 1965

Mr. Emmett D. Echols
Director of Personnel
Central Intelligence Agency
Washington, D. C. 20505

THANK YOU

On behalf of the Administrative Management Society, I want to thank you for your assistance with the details of the Government Paperwork Management Awards Banquet.

We have received your check and the returned tickets.

Your interest and support are sincerely appreciated.

W. H. LATHAM, ADMINISTRATOR, TECHNICAL & PROGRAM SERVICE

Approved For Release 2002/05/17 : CIA-RDP84-00313R000100190018-2



ADMINISTRATIVE
MANAGEMENT
SOCIETY

• WILLOW GROVE, PA. • 19090

September 20, 1965

Mr. Emmett D. Echols
Director of Personnel
Central Intelligence Agency
Washington, D. C. 20505

AWARDS BANQUET

We certainly do appreciate your interest in the Federal Paperwork Management Awards Banquet on September 28, Mr. Echols, and thank you for the check for \$64 for eight tickets sold to members of your agency.

We will see that a table is assigned to your Agency, so that all of your members can sit together at this fine affair. I shall look forward to the opportunity of meeting you in Washington at that time.

W. H. LATHAM, ADMINISTRATOR, TECHNICAL & PROGRAM SERVICE

16 JUN 1965

Mr. William T. Cavanaugh
Executive Director, National Office
Administrative Management Society
Willow Grove, Pennsylvania 19090

Dear Mr. Cavanaugh:

Thank you for your recent letter to the Director of Central Intelligence describing the new AMS Paperwork Management Award program and inviting our Agency to name a candidate for this Award.

We appreciate your invitation but have decided not to make a nomination for this Award this year. We hope that we will be in a position to participate in this worthwhile program at some future time.

We are very interested in all endeavors to improve administration in the Federal Government and wish to take this opportunity to express appreciation to the Officers and the Directors of the Society for their efforts to promote effective management of paperwork in the public service.

Sincerely,

/s/ Emmett D. Echols

Emmett D. Echols
Director of Personnel

Distribution:

- 0 & 1 - Addressee
- 1 - DD/S
- 2 - D/P [redacted]
- 1 - BSD [redacted]

OP/BS [redacted] bjd (15 June 1965)
OD/Per [redacted] sac (16 June 1965) - Rewritten

STATINTL
STATINTL